

**WARREN HILLS REGIONAL  
BOARD OF EDUCATION**

**January 25, 2022**

**6:30 p.m. – Executive Session**

**7:15 p.m. Regular Meeting**

Due to the COVID-19 health crisis, this meeting of the Board of Education will not be physically open to the public. This is to ensure we follow best practices for social distancing. The board meeting will be live-streamed to the public via Zoom (<https://zoom.us>). The link to the meeting will be posted on the District’s website. The link can also be found within the posted agenda for this meeting, which is on the District’s website. During the meeting, an announcement will be made for any members of the public that wish to participate. At that time, type a question/comment into the chat feature of Zoom. All participants must provide their name and address, and your comment and/or question will be included in the Board’s public record of the meeting, just as it would for a standard Board meeting and will be read aloud by the Board Secretary.

Join Zoom Meeting

<https://us02web.zoom.us/j/88522716299?pwd=Z2Y0TmtLbjg5SUkveGp0cXhSb00vQT09>

A. Call to Order - Corey Piasecki, President

B. Roll Call - Mrs. Donnamarie Palmiere, Business Administrator

Roll call was taken by Mrs. Donnamarie Palmiere. Members present were Joseph Bodenschatz, Molly Fraumeni, Jean Hansen, Sam Knutson, Eric Horton, Lisa Marshall, Corey Piasecki and Eric Walls. Also present were Earl Clymer, Dennis Mack, and Donnamarie Palmiere. Christopher Cannavo was absent.

C. Executive Session- 6:35 p.m.

WHEREAS, the Open Public Meetings Act, N.J.S.A.10:4-11, permits the board of education to meet in closed session to discuss certain matters.

BE IT THEREFORE RESOLVED, that the Warren Hills Regional Board of Education adjourns to closed session to discuss:

- 1) *Matters rendered confidential by Federal Law, State Law, or Court Rule*
- 2) *Pending Litigation*
- 3) *Personnel Matters*

BE IT FURTHER RESOLVED, that the Warren Hills Regional Board of Education reserves the right to discuss such other matters rendered confidential by law should the need arise; and BE IT FURTHER RESOLVED, the minutes of this closed session be made public when the need for confidentiality no longer exists. Action may be taken.

Approval to go into Executive Session

Motion by Mrs. Marshall and seconded by Mr. Knutson to go into Executive Session at 6:35 p.m. with full board consent.

**D. Reconvene:** 7:15 p.m.

Approval to Reconvene

Motion by Mrs. Hansen and seconded by Mrs. Marshall to go into Open Session at 7:15 p.m. with full board consent

President’s Announcement: Adequate notice of this meeting in accordance with the Open Public Meeting Act has been given by posting one copy of a Notice of Meeting in the Warren Hills Regional Board of Education Office, by mailing copies to *The Express-Times*, *Warren-Reporter*, *Newark Star-Ledger* and to the municipal clerks in the Borough of Washington and Townships of Franklin, Mansfield, Oxford and Washington.

Our Mission Statement

The Warren Hills Regional School District challenges and empowers a dynamic, diverse student body in a supportive learning environment by providing academic and co-curricular opportunities to become successful, productive members of the global community.

Pledge of Allegiance

Approval of Board Minutes

- January 4, 2022 Regular & Executive Session Meetings

Motion by Mr. Knutson and seconded by Mrs. Fraumeni to approve the minutes of the January 4, 2022 Regular and Executive Session Meeting.

MOTION: Sam Knutson		SECOND: Molly Fraumeni		
Name	Ayes	Nayes	Abstain	Absent
Joseph Bodenschatz	X			
Molly Fraumeni	X			
Jean Hansen	X			
Eric Horton	X			
Sam Knutson	X			
Lisa Marshall	X			
Eric Walls	X			
Christopher Cannavo				X
Corey Piasecki	X			

**E. Communications** – Mr. Earl C. Clymer, III, Superintendent of Schools

Emails received from Desirae Williams regarding animals in FFA program.

**F. Superintendent's Report** – Mr. Earl C. Clymer, III

- Mr. Knutson recognized and congratulated the WH wrestling team for their win over Phillipsburg which ended a 32 year losing streak against Phillipsburg.
- Congratulations to all of our Winter sports teams for their continued success.
- HS Scheduling night
- MS Scheduling information has been delivered to students and parents. We have already begun the process of loading course requests for students.
- The HS Human Rights Club collected 350 food items for the December - January food drive for a local pantry.
- District Mental Health Team - Update  
Dr. Morgan - Centenary University will join the team  
Selection of Team
- Dr. Magro presentation Monday, April 11, 2022 - WHRHS
- Mrs. Rowlin and Mr. Kavcak coordinated with Abilities and the Warren County ARC association to facilitate the presentation
- The HS Social Media Marketing class will be collaborating with all organizations to promote the event
- Passion Project - 4 - 8th grade students project was community service. They organized a dodgeball fundraising tournament and raised \$360.00 for the Promise of Warren County organization.

**G. Presenter(s):** none

**H. Goals:**

**Warren Hills Board of Education District Goals for 2021-22**

1. Implement and support an articulation structure that identifies curricular strength and weakness for grades 7-12, provides resources to cluster sending districts for curricular alignment in grade 6 and improve student achievement.
2. Ensure best practices related to inclusion, diversity and equity within the WHRSD are followed in regards to hiring practices, curriculum implementation and policy development in collaboration with all school/community stakeholders and to share concerns and recommendations with appropriate committee(s) of the Board of Education.
3. Implement Curriculum Pathways for the 2021-2022 school year focused on preparing students for life beyond Warren Hills, including but not limited to vocation, careers, and college. Pathways will appear as part of the Program of Studies.

4. Create and implement programs, provide resources, and offer support to students, parents, faculty & staff related to Mental Health Awareness in collaboration with local and state agencies.

Mr. Kavcak’s Pathway presentation falls under District Goal 3 and the interview with Dr. Morgan for the Mental Health Team falls under District Goal 4.

**Warren Hills Board of Education Board Goal for 2021-22**

1. Provide support to the administration, faculty and staff in the pursuit and achievement of the district goals.

**I. Committee Reports**

<b>Committee</b>	<b>Date</b>	<b>Discussion</b>
Finance, Facilities & Transportation	No meeting held	By Chair:
Education, Policy & Technology	No meeting held	By Chair:
Personnel & Student Activities	No meeting held	By Chair:
Negotiations	January 12, 2022	By Chair: Lisa Marshall

Mrs. Marshall reported that the negotiations committee met with the WHREA on January 12<sup>th</sup> and agreed to an MOA. The board will ratify the agreement after the association has ratified.

Mrs. Marshall also provided a legislative update and reported that Bill 3392 requires high school boards of education to include a student representative on the board. This will start in September 2022. The representative will be a non-voting member and not permitted to sit on committees.

**J. Old Business**

None

**K. New Business**

None

**L. Public Comment**

Public comment shall be governed by the Board of Education Bylaw 0167 which is available on our website. There are two public comment opportunities. The first public comment is reserved for Action Items only, those items on the agenda the Board is voting on this evening. The second public comment is set aside for public comment on any school or school district issue that the public feels may be of concern to the residents of the school district. The first public comment is limited to three (3) minutes per person. The second public comment length is determined by the board as per policy. Before making a public comment, participants are to state their name, place of residence, and group affiliation if appropriate.

The Board will not respond to questions or comments until the initial public participation section of the agenda is complete. At that time, the Board or Administration will respond, as it sees fit, or it may defer responding, if at all, to a future meeting or to a response by written communication. The Board will then hear any additional comments that may come as a result of

the Board’s response. Participants may also be directed to follow the chain of command with the question or concern. While the Board will try to respond to as many questions or concerns as possible, participants who submit a multitude of questions should understand that it is unlikely that all of their questions will be answered and may be referred to further dialogue with the administration.

None

Mr. Piasecki closes public comment on agenda items.

**M. ACTION ITEMS**

Motion by Mrs. Marshall and seconded by Mrs. Fraumeni add the following resolution under Personnel \*4:

Motion to authorize the Superintendent of Schools to hire a Child Study Team Secretary at the Middle School before the next board meeting.

MOTION: Lisa Marshall		SECOND: Molly Fraumeni		
Name	Ayes	Nayes	Abstain	Absent
Joseph Bodenschatz	X			
Molly Fraumeni	X			
Jean Hansen	X			
Eric Horton	X			
Sam Knutson	X			
Lisa Marshall	X			
Eric Walls	X			
Christopher Cannavo				X
Corey Piasecki	X			

Motion by Mrs. Marshall and seconded by Mr. Knutson to add the following as code 12 to Personnel \*1.:

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
12	Jeffrey VanNorman	Approve	Custodian 2 <sup>nd</sup> Shift	\$33,825, prorated	Middle School	As soon as practical	6/30/22	Pending receipt of all required paperwork

MOTION: Lisa Marshall		SECOND: Sam Knutson		
Name	Ayes	Nayes	Abstain	Absent
Joseph Bodenschatz	X			
Molly Fraumeni	X			
Jean Hansen	X			
Eric Horton	X			
Sam Knutson	X			

Lisa Marshall	X			
Eric Walls	X			
Christopher Cannavo				X
Corey Piasecki	X			

**I. PERSONNEL**

Motion by Mrs. Marshall and seconded by Mr. Knutson to accept the recommendation of the Superintendent to approve and adopt motions I.1 to I.4 as described below:

\*1. Motion to approve/accept the following appointments / resignations / retirements as recommended by the Superintendent:

**All 20-21 salaries remain in effect for the 21-22 school year, pending contract negotiations**

Code No.	Name	Nature of Action	Position	Salary	Location	Date Effective	Date Terminated	Discussion
1	Lori Parfitt	Approve	Principal's Secretary	\$50,954, prorated	High School	As soon as practical	6/30/22	Replaces Kathe Coopersmith
2	Elise Tooker	Accept	Co-Assistant Track Coach	\$3,441.50	High School	1/24/22	1/24/22	Resignation
3	Jennifer Cagnassola	Accept	Drama Club Choreographer	\$2,900	High School	1/4/22	1/4/22	Resignation - HS Spring Musical Only
4	Jennifer Cagnassola	Approve	Vocal Music Director	\$3,500	High School	1/26/22	6/30/22	Tier 2-Spring Musical
5	Jessica Gullett	Accept	Middle School CST Secretary	\$37,759	Middle School	1/19/22	1/19/22	Resignation
6	Susan Maurer	Approve	Substitute Teacher	\$130/day	District	1/26/22	6/30/22	Pending receipt of all required paperwork
7	Joan McCaffrey	Approve	Substitute Teacher	\$130/day	District	1/26/22	6/30/22	Pending receipt of all required paperwork
8	Mary Ramond	Approve	Substitute Teacher	\$130/day	District	1/24/22	6/30/22	Pending receipt of all required paperwork
9	Reggie Pantophlet	Approve	Substitute Teacher	\$130/day	District	1/26/22	6/30/22	Pending receipt of all required paperwork
10	Tara Bendorf	Amend	Softball Coach	\$4,302	Middle School	1/26/22	End of Season	Move from JV Assistant to MS Head Coach
11	Amanda Jackson	Amend	Softball Coach	\$3,463	High School	1/26/22	End of Season	Move from MS Head Coach to JV Assistant Coach
12	Jeffrey VanNorman	Approve	Custodian 2 <sup>nd</sup> Shift	\$33,825, prorated	Middle School	As soon as practical	6/30/22	Pending receipt of all required paperwork

\*2. Motion to approve the following medical / maternity leave of absence:

Code No.	Employee	Reason	Position	Location	Leave Start Date	Paid Days to be used	Unpaid FMLA Start Date	Unpaid NJFLA Start Date	Unpaid Leave without Benefits	Return Date	Discussion
1	34329508	Medical Leave	Para-professional	MS	1/18/22	0	1/18/22	1/18/22	N/A	On or about 3/7/22	N/A

\*3. Motion to approve the following high school teachers as Instructional Coaches – Morning Office Hours from 7:00 A.M. to 7:25 A.M. for the 2021-2022 school year at the rate of \$18.75/session to be paid with ESSER II grant funds:

Diane DeVivo	Evelyn Diaz	Kim Eilenberger	Teresa Fahy
Kevin Horn	Jarrett Hosbach	Cheryl O’Melia	Katie O’Neal
Lisa Pysher	Pat Wintersteen		

\*4. Motion to authorize the Superintendent of Schools to hire a Child Study Team Secretary at the Middle School before the next board meeting.

Approval of Personnel Motions

MOTION: Lisa Marshall		SECOND: Sam Knutson		
Name	Ayes	Nays	Abstain	Absent
Joseph Bodenschatz	X			
Molly Fraumeni	X			
Jean Hansen	X			
Eric Horton	X			
Sam Knutson	X			
Lisa Marshall	X			
Eric Walls	X			
Christopher Cannavo				X
Corey Piasecki	X			

**II. EDUCATION AND POLICY**

Motion by Mrs. Fraumeni and seconded by Mrs. Marshall to accept the recommendation of the Superintendent to approve and adopt motions II.1 through II.4, as described below:

\*1. Motion to amend 2021-2022 School Calendar due to inclement weather closing days:

Jan 7, 2022 - June 6, 2022 (1/2 day)

Jan 20, 2022 - June 7, 2022 (1/2 day)

\*2. Motion to affirm the administrative decision regarding the following HIB cases:

MS – 19-20 - 00  
 HS - 19-20 - 00

\*3. Motion to approve the following field trip requests in accordance with Policy 2340:

Code	Requested by:	Trip	Board of Education Cost	Discussion
1	Nicole Bayer & Cheryl Yanoff	MD/AU Life Skills classes to community based instruction	Transportation	Two different days

\*4. Motion to approve the following travel and conference requests:

Code No.	Name	Title	Location	Cost/Mileage	Date and Discussion
1	Michael Jones	Cheerleading Nationals Chaperone	Orlando, FL	Mileage, hotel, meals	2/9/22 to 2/14/22

#### Approval of Education & Policy Motions

MOTION: Molly Fraumeni		SECOND: Lisa Marshall		
Name	Ayes	Nays	Abstain	Absent
Joseph Bodenschatz	X			
Molly Fraumeni	X			
Jean Hansen	X			
Eric Horton	X			
Sam Knutson	X			
Lisa Marshall	X			
Eric Walls	X			
Christopher Cannavo				X
Corey Piasecki	X			

### III. BUDGET AND FINANCE

Motion by Mr. Knutson and seconded by Mrs. Hansen to accept the recommendation of the Superintendent to approve and adopt motions III. 1 through III.12 as described below:

\*1. The Warren Hills Regional Board of Education approves the December, 2021 Board Secretary and Treasurer’s Report as follows:

BE IT RESOLVED that the Board Secretary, pursuant to N.J.A.C. 6A:23A-16.10(c)3, does hereby certify that as of the date of this report, no line item account has encumbrances and



expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10(a);

BE IT FURTHER RESOLVED that the Warren Hills Regional Board of Education accepts the monthly financial report of the Secretary and the Treasurer for the month of December, 2021; in compliance with N.J.A.C. 6A:23A-16.10(c)4, that the Board of Education certifies that no major account has been over expended in violation of N.J.A.C. 6A:23A-16.10(b), and that as of this report sufficient funds are available to meet the District's financial obligation for the remainder of the year.

\*2. Motion to approve the bill list for the period January 5, 2022 through January 26, 2022, in the amount of \$ 1,610,274.21.

\*3. Motion to approve Student Activities bill list for the period December 1, 2021 through December 31, 2021 in the amount of \$10,163.90.

\*4. Motion to approve Athletic bill list for the period December 1, 2021 through December 31, 2021 in the amount of \$3,221.00.

\*5. Motion to approve the cafeteria bill list for the period October 1, 2021 through December 31, 2021 in the amount of \$269,255.92.

\*6. Motion to approve transfers in the amount of \$20,993.58 for the month of December, 2021.

\*7. Motion to approve the following Special Education Tuition Contract for the 2021-2022 regular school year:

<b>Student</b>	<b>School</b>	<b>Amount</b>	<b>Aide</b>	<b>Effective</b>
5355664529	Warren Glen Academy	\$29,706.48	N/A	12/21/21-6/14/22

\*8. Motion to approve Home/Bedside Instruction Agreement with LearnWell for Student #2044653937, commencing January 4, 2022 until further notice, in the amount of \$51.50 per hour for a total of 10 hours per week and an additional 33% for administrative and preparation costs.

\*9. Motion to approve Home/Bedside Instruction Agreement with Silvergate Prep for Student #3884911012, commencing January 6, 2022 until further notice, in the amount of \$41.00 per hour for a total of 10 hours per week.

\*10. Motion to submit a waiver to the Executive County Superintendent for an alternate revenue projection for SEMI for the 2022-2023 school year.

\*11. Motion to approve change order No. 003 for the Excel Building in the amount of \$16,352.00 taken from general allowance. This is for moisture mitigation of existing concrete slab as no vapor barrier was installed when originally constructed.

\*12. **Be It Hereby Resolved**, that the Board of Education approves the settlement in the student matter captioned, *Warren Hills Regional Board of Education v. J.H. and J.B. o/b/o J.B.*, OAL Dkt. No. EDS 07044-2021, in accordance with the terms of the Settlement Agreement and Release provided to the Board which is on file in the office of the Business Administrator.

Approval of Budget & Finance Motions

MOTION: Sam Knutson		SECOND: Jean Hansen		
Name	Ayes	Nayes	Abstain	Absent
Joseph Bodenschatz	X			
Molly Fraumeni	X			
Jean Hansen	X			
Eric Horton	X			
Sam Knutson	X			
Lisa Marshall	X		Ck # 055705	
Eric Walls	X			
Christopher Cannavo				X
Corey Piasecki	X			

**O. Public Comment**

Mr. Riess asked if a letter has been sent on behalf of parents that do not approve of masks.  
 Mrs. Maclean asked if the district has and/or follows a policy on students self-quarantine following out of state travel. She also asked if they have no symptoms is quarantine required.  
 Mr. Van Fritton asked if extra attention could be brought to students who do well academically.

Mr. Piasecki close public comment.

**P. Second Executive Session 7:53 p.m.**

Approval to go into Second Executive Session

Motion by Mrs. Marshall and seconded by Mr. Knutson to go into Executive Session at 7:53 p.m. with full board consent.

Approval to Reconvene

Motion by Mrs. Marshall and seconded by Mr. Horton to go into Open Session at 8:07 p.m. with full board consent

**Q. Adjournment 8:09 p.m.**

Approval to Adjourn

Motion by Mr. Knutson and seconded by Mrs. Marshall to adjourn at 8:09 p.m. with full board consent.

Respectfully submitted,

Donnamarie Palmiere  
Business Administrator/Board Secretary